

**N.H. EMERGENCY MEDICAL & TRAUMA SERVICES
COORDINATING BOARD**

Richard M. Flynn Fire Academy

“APPROVED MINUTES”

January 20, 2005

Members Present: Steve Achilles; Al Burbank; Dave Dubey; Dave Duquette; Fred Heinrich; David Hogan, Janet Houston; Richard Mason, Director; Doug McVicar, MD; Shawn Mitchell; Jackie Normile; Sue Prentiss, Bureau Chief; Susan Reeves; Joe Sabato, MD;

Members Absent: Eileen Bartlett; Karen Lord; Joseph Mastromarino, MD; John Sutton, MD; Norman Yanofsky, MD

Guests: Al Burbank, Steve Erickson, Jeanne Erickson, Gary Zirpolo, Doug Martin, Jonathan Dubey, Donna York Clark

Bureau Staff: Liza Burrill, Education Coordinator; Kathy Doolan, Field Services Coordinator; Fred von Recklinghausen, Research Coordinator; Vicki Blanchard, ALS Coordinator

I. CALL TO ORDER

Item 1. The meeting of the EMS & Trauma Services Coordinating Board was called to order by Dr. Sabato on January 20, 2005 at 1:10 at the Richard M. Flynn Fire Academy in Concord, NH.

Introductions of all present at the meeting was conducted.

II. ACCEPTANCE OF MINUTES

Item 1. **November 18, 2004 Minutes:** Dave Duquette asked that the minutes reflect that he was present at the November 18, 2004 meeting. Motion was made by Dr. Joseph Sabato and seconded by Shawn Mitchell to accept the minutes with noted change. Motion passed unanimously.

III. DISCUSSION ITEMS

Dr. Sabato stated that the agenda items as listed would be adjusted so that Director Mason may give his report before he had to leave.

Item 1. NH Division / Bureau of EMS Report

Director Mason updated the Board on the staffing of the EMS Bureau. John Clark has submitted his resignation and will be leaving on February 3, 2005. Vicki Blanchard has accepted the ALS position. We will be interviewing for the Concord Field Service Representative position. Interviews will also be held for Berlin's Secretarial position.

Director Mason stated that he was reviewing the proposed 06 – 07 budget at this time. The Director gave a status report as to where the Division is at this time regarding the current budget.

Director Mason stated we are in the fourth year of the "Fire Act Grant". This year Fifteen Million dollars nationwide will be set aside for non-fire based EMS Units. Bob Waters will be here from the Department of Homeland Security to hold workshops statewide on the application process. These workshops begin on January 31, 2005. Information has been forwarded to each EMS Unit.

Director Mason did state that there is legislation for a mandatory seatbelt law. The Bill is being backed by the Police Chief's Association, Fire Chief's Association, and the NHEMT Association. The Department of Safety has also spoken in support of this bill. J. Houston asked that the Coordinating Board officially support this bill. A. Burbank made a motion that the EMS Coordinating Board officially support the proposed seatbelt law for NH. This was seconded by F. Heinrich and suggested that the wording be "endorses the concept of seatbelt use" - All approved.

F. Heinrich asked Director Mason about the letter of support for the Coordinating Board members' appointments. Director Mason stated that a letter has already gone to the Commissioner of Safety and from there to the Governor requesting all appointments be processed. F. Heinrich made a motion to support the slate of members as sent and in turn to have the information in the government "red book" corrected. Motion seconded by S. Mitchell and approved.

Dr. Sabato read a statement recommending endorsement of Director Mason to remain in the position as Director of the New Hampshire Fire Standards and Training & Emergency Medical Services. Dr. Sabato stated that at this time the Board could vote to stay in a public session or to go

into a closed session. A vote was taken to keep this meeting public, a unanimous decision was tallied to stay in a public session.

Motion was made by S. Mitchell to recommend Richard A. Mason be re-appointed as Director of the Division of Fire Standards and Training & EMS. Motion seconded by F. Heinrich. **Motion** was passed unanimously.

Chief Prentiss continued the discussion with the Bureau Report and stated that a copy of her full report is in the packet. Sue wished John Clark well in his future position and thanked him for all that he has done for the Bureau and welcomed Vicki Blanchard to the ALS Coordinator's position.

TEMSIS – vendor selection will take place by the end of the month and then on to G&C for approval. Planning and implementation next steps.

Patient Transportation Summit – Being coordinated by Clay Odell, March 11, 2005, Lancaster, NH.

Rural AED Grant – this will be the third and last year of this project.

Scope of Practice – will be discussed further into the agenda by L. Burrill.

Computer Adaptive Testing – rollout 2007, NH EMS participating in National Registry meeting regarding this in March.

Radio Interoperability – ambulance installations starting but will take a year or two to complete.

Flu Vaccines – 400 doses were purchased for distribution to Units who had requested assistance.

(see written report for complete information)

Item 2. NH EMS Medical Control Board Report

Dr. Mastromarino was not present at the meeting. Dr. McVicar gave the update for the Medical Control Board. The main contents of the morning meeting was the review of the final revisions of the 2005 – 2006 proposed Protocols. The Board approved the new Protocols with some changes to dosages. The completion of this revision brings this two-year cycle to a close. The next two-year cycle now begins with the first phase being planning. If anyone has any ideas of where we should be going - please contact the Medical Control Board.

Item 3. Board Appointment Status Report

(See above discussion lead by Dir. Mason)

Item 4. Scope of Practice Update

L. Burrill gave a status report on the Task Force and the history of the project. Liza stated that this process began on November 5, 2004 with the initial presentation by Dan Manz, the Vermont EMS Director. The Bureau has received a lot of feedback on this document.

The summary of the Task Force proposal is:

- Unanimous support of the CONCEPT of a National EMS Scope of Practice.
- A Practitioner Level is needed between proposed EMT and Paramedic levels
- Realignment of proposed provider levels
- Levels should be presented by provider “function”, and not be task, Medication, or device specific
- More time to address entire document
- Elimination of APP level

A list of twelve recommendations from the Task Force was listed in the print out of the Power Point Presentation from Liza. Please see both hand outs for further details on the findings of the Task Force. Liza stated that for New Hampshire’s Position Paper to be considered it must be submitted by January 30, 2005. Liza thanked everyone involved for their support and contribution of time and knowledge in creating this document. Liza stated that these were the task force’s suggested recommendations. It does not mean that the National Committee in the final document will use all of these recommendations.

Discussion from the floor took place - Chief Prentiss stated we have the opportunity to comment and we should be responding. Chief Prentiss proposed that we draft a cover letter that says, “We support the concept of Scope of Practice. That we are not interested in eliminating the EMT-I level, and we would like to provide you with input on what we think the levels should look like as is contained in this document.” Then share with them the twelve key recommendations we propose and forward that. This letter would be sent on behalf of the Bureau of EMS.

Steve Achilles asked that a motion be made that the Coordinating Board supports the recommendation of the Task Force to the Bureau for submission to NFTSA. **Motion** was made by A. Burbank and seconded by J. Houston.

Because of the lengthy discussion a count of hands was requested and tallied: 5 Supporting, 3 Against, 2 Abstained Results - **Motion passed.**

Item 5. Computer Adaptive Testing

Chief Prentiss stated that the National Registry was going to move forward with National Testing. This should be in place by 2007. This would mean access to a test within 24 hours of course completion and results in 24 hours as well. Will also affect price and travel. A number of sites are being considered. NH is involved in the negotiation at the Registry level

Item 6. Voluntary “Best Practices: Ambulance Transportation Safety”

(see handout) Chief Prentiss presented the following as things that the Bureau and Board could endorse. A handout was put in the Boards packets with this information. This is based on the work we did with Nadene Levick last year. Chief Prentiss stated she would like to see us adopt a set of Best Practices.

Short Term:

- Driving History checks (for new entry hires)
- Vehicle Maintenance Programs
- Driver Operator Education Programs
- Lights & Sirens Policy that is locally based
- Proper restraints for equipment and passengers in ambulances

Long Term

- Dialogue about best practices
- Administrative Rule changes

Chief Prentiss stated we need to develop a culture to move forward with these. The Chief would like to review this and the feedback we receive. We could put this on the website for feedback from the community.

Steve Achilles asked if this Board would like to support this document for Best Practices. He asked for a vote by a show of hands. The vote was unanimous to endorse the document that Chief Prentiss presented.

Item 7. Safety Subcommittee report

Steve Achilles stated he was to come back to the Board regarding lights and siren usage. He stated that members could review Motor Vehicle Laws. He has pulled them off and will forward them. These go over what an emergency vehicle does when going to an “emergency”. What your own organization deems as an emergency would refer back to internal protocol. Those things can be added into Best Practices. There is no law that states how you transport patients. There are guidelines by the Laws and then what internal policies you establish with your origination. The report will be given to Chief Prentiss.

Item 9. Items of Interest

Chief Prentiss asked to recognize Chris DeWolf who was a Fire Fighter with Newington Fire, formally Dover Fire and a Paramedic in the State of New Hampshire. He lost his life in the line of duty. Sue asked that we take a moment of silence in recognition of this loss. Our thoughts are with his family and friends during this time.

IV. Adjournment:

Motion was made by Dr. McVicar and seconded by Steve Achilles

V. Next Meeting

Date: March 17, 2005
Location: Richard M. Flynn Fire Academy,
Concord, NH
Time: 1:00 PM – 3:30 PM

Respectfully Submitted,

Suzanne M. Prentiss, Bureau Chief, EMS

(Prepared by Wanda Botticello, Executive Secretary)